

Non-departmental

Overview. The non-departmental budget consists of expenditures related to various organizational programs not necessarily assigned to any single department. The General Fund supports non-departmental programs, including some programs that generate revenues that directly offset expenditures.

The non-departmental functions are divided into three areas: contributions and donations; direct transfers to other funds or accounts; and operational budgets. The contributions and donations are made up of City memberships in professional organizations and contributions to support cultural and recreational opportunities. Transfers involve money being transferred directly from the General Fund to another fund, project or account from which the funds are subsequently disbursed. Operational budgets are non-departmental accounts that function similar to departmental operating budgets, but are not assigned to a specific department due to the unique character of the program.

Contributions and Donations. The City makes contributions to two local cultural attractions, Cowtown and the Wichita Aviation Museum. Contributions are earmarked for the operational aspects of the attractions. The Cowtown donation is increased beginning in 2000 in recognition of declining support from the Convention and Visitors Bureau, in addition to several years of inflation without any adjustment in the City's contribution.

The Aviation Museum is a cultural attraction that celebrates the aerospace heritage of Wichita. Support for the Aviation Museum begins in 2000 and increases in 2001. Memberships with the National League of Cities, the U.S. Conference of Mayors, Public Technology Inc., the International City Manager's Association, and the League of Kansas Municipalities are just a few of the professional group memberships funded through this allocation.

Transfers. Transfers are made to several funds, activities, and projects that have a general benefit to the City, but are not managed within departmental activities.

Annually a sum of \$240,000 is transferred to the Employee Training Trust Fund for the training and personnel development program. The funds are used to improve the job skills of employees at all levels of the organization, to ensure the effective use of City resources, and to maximize skills in dealing with various community service delivery issues. \$20,000 of the \$240,000 is earmarked for multi-lingual training for City employees to assist employees in

developing effective communication skills with the many and diverse cultures of the citizens of Wichita.

As in the previous budget, a transfer of \$300,000 annually is included to fund economic development activities. The money funds the City's participation in community economic development initiatives.

An account has been established to record a budgetary allocation for office automation, safety equipment, and reforestation. Expenditures will be made as a need arises. Office automation projects include upgrading computers and other productivity-enhancing technology. Similarly, safety equipment funds are used on an ad-hoc basis to address critical safety and liability needs, potentially saving the City thousands of dollars annually. Finally, reforestation monies are used to enhance the natural beauty of the City by planting trees in areas that have experienced a loss of tree population due to natural disasters, disease, or aging tree populations.

Several other transfer areas are designed to augment and support non-General Fund operations. The transfers include the Transit subsidy, support for the Trolley Trust Fund, an allowance for tort claims, and support for the Storm Water Utility. The annual amounts are shown in the table below.

Key Program Transfers			
	1999	2000	2001
Transit	\$3,279,140	3,279,140	3,279,140
Trolleys	\$-0-	75,000	85,000
Tort liability	\$614,050	614,050	300,000
Storm Sewers	\$514,500	514,500	514,500

Operational Budgets. The non-departmental allocation contains several operational budgets. The City Manager's Office and General Government staff oversees most of the non-departmental accounts.

A bicycle program, funded with \$15,000 per year, is dedicated to printing bike path maps, funding youth safety programs, and funding minor maintenance and repairs on bike paths. Revenue from bicycle license fees defrays costs associated with the bicycle program. Unexpended funds are placed into a project account at year-end to be accumulated for use on more substantial projects.

The Board and Task Force budget account provides \$5,500 annually to support the various advisory boards, commissions, and task forces.

The Cable TV Broadcasting account funds the televising of City Council meetings and workshops.

Community Relations and Information includes \$115,000 annually to carry out an informational programs and activities related to community services and facilities. Projects financed from Community Relations and Information include public service announcements, specialized brochures, newsletters, mailings, and other expenses related to public information activities. Additionally, *Ask City Hall* and *City Beat* programs are funded through this account. *Ask City Hall* and *City Beat* provide the community direct access to City leaders and key staff members to discuss current City projects and programs of interest.

Expenditures related to bi-annual local elections are included in the non-departmental budget. Election costs have varied in the past between several thousand and nearly \$40,000. For the most recent elections in the spring

of 1999, the County Election Commissioner assessed the City approximately \$25,000 of the total election costs.

Microfilming is supported through the non-departmental allocation. Generally, microfilming funds are dedicated to areas that have experienced severe backlogs of paper records to be microfilmed. Microfilming has been one of the best ways to reduce filing and storage requirements while expediting information retrieval.

The final operation funded through a non-departmental allocation is research and development (R&D). R&D funds are used for many unique and one-time research projects. For instance, the operating costs of the IDEA Center (discussed in the General Government presentation) are financed from R&D funds. In addition, \$75,000 is included in both 1999 and 2000 to fund organizational transformation projects.

Non-departmental Budget Summary					
	1998 Actual	1999 Adopted	1999 Revised	2000 Adopted	2001 Approved
Contributions and donations	223,671	215,960	260,790	318,780	393,780
Transfers	954,846	895,000	985,000	905,000	905,000
Other Non-departmental	480,478	375,500	435,500	410,500	375,500
Total Non-departmental Expenditures	1,658,995	1,486,460	1,681,290	1,634,280	1,674,280
Position Summary					
No positions are funded from non-departmental monies					